

agenda



**AGENDA
ENFIELD TOWN COUNCIL
SPECIAL MEETING**

**Tuesday, February 19, 2008
5:30 p.m. – Enfield Room**

- 1. Roll Call**
- 2. Executive Session**
 - a. Personnel Matters
 - b. Pending Litigation
 - c. Real Estate Negotiations
- 3. Adjournment**

Dinner will be available at 5pm.



AGENDA ENFIELD TOWN COUNCIL REGULAR MEETING

**Tuesday, February 19, 2008
7:00 p.m. – Council Chambers**

6:30 Public Hearing: Proposed Ordinance Amending Chapter 70, Solid Waste of the Enfield Town Code.

1. Prayer – Councilman David Kiner
2. Pledge of Allegiance
3. Roll Call
4. Fire Evacuation Announcement
5. Minutes of Preceding Meetings
 - Special Meeting – February 4, 2008
 - Regular Meeting – February 4, 2008
6. Public Communications and Petitions
7. Councilmen Communications and Petitions
8. Town Manager Report and Communications
 - EMS
 - Projects Update
9. Town Attorney Report and Communications
10. Report of Special Committees of the Council
11. **OLD BUSINESS**
 - A. **Appointment(s) Town Council Appointed.**
 1. **Area 25 Cable Television Advisory Committee** - The term of office of Mark David Smith (U) expired 06/30/04. Replacement term would be until 06/30/08. (Tabled 06/21/04)

2. **Area 25 Cable Television Advisory Committee** - The term of office of Robert W. Tkacz (R) expired on 06/30/06. Reappointment or replacement would be until 06/30/08. (Tabled 06/05/06)
3. **North Central Regional Mental Health Board** - A vacancy exists due to the resignation of Everett A. Gamble (D). Replacement term would be indefinite. (Tabled 01/05/04)
4. **Enfield Revitalization Strategy Committee** – A vacancy exists due to the resignation of Thomas R. Fournier (U). Replacement term would be until 04/30/08. (Tabled 06/18/07)
5. **Ethics Commission** – The term of office of Kenneth M. Varriale, Alternate, and (U) expired 10/31/07. Reappointment or replacement would be until 10/31/09. (Tabled 10/01/07)
6. **Ethics Commission** – The term of office of Mark T. Sargent, Alternate, (R) expired 10/31/07. Reappointment or replacement would be until 10/31/09. (Tabled 10/01/07)
7. **Enfield Beautification Committee** – The term of office of Alexandra Bozzuto (R) expired 12/01/07. Reappointment or Replacement would be until 12/01/10. (Tabled 12/3/07)
8. **Enfield Beautification Committee** – The term of office of Barbara W. Wielgos (U) expired 12/01/07. Replacement would be until 12/01/10. (Tabled 12/3/07)

B. Appointment(s) Town Manager Appointed/Council Approved.

1. **Housing Code Appeals Board** - The term of office of Constance P. Harmon, alternate (R) expired on 05/01/01. Replacement term would be until 05/01/11. (Tabled 05/07/01)
2. **Housing Code Appeals Board** - The term of office of Lawrence P. Tracey, Jr. (R), insurance, alternate, expired 05/01/06. Replacement would be until 05/01/11.
3. **Building Code Appeals Board** - The term of office of Joseph F. Petronella (D), contractor, expired 11/01/04. Replacement term would be until 11/01/09. (Tabled 11/25/04)
4. **Building Code Appeals Board** - A vacancy exists due to the resignation of Kenneth J. Bergeron, (D) Chairman, Architect. Replacement term would be until 11/01/11. (Tabled 10/16/06)

5. **Fair Rent Commission** - A vacancy exists due to the resignation of Tom Baziak, Tenant (D). Term of office would be until 06/30/09. (Tabled 11/20/06)
 6. **Fair Rent Commission** - A vacancy exists due to the resignation of Pamela Hall, Tenant (D). Term of office would be until 06/30/09. (Tabled 11/20/06)
 7. **Fair Rent Commission** – The term office of Arthur Graves, Homeowner (D) expired 06/30/07. Replacement term would be until 06/30/09. (Tabled 07/02/07)
- C. Discussion: Use of Facilities. (Tabled 11/13/06)
 - D. Discussion: Solid Waste Advisory Committee Report. (Tabled 12/18/06)
 - E. Discussion/Resolution: 9 Gordon Lane. (Tabled 09/17/07)
 1. Request for Transfer of Funds –CIP - \$40,000.
 - F. Discussion: Tax Delinquency List. (Tabled 11/26/07)
 - G. Discussion: Town Owned Properties. (Tabled 11/26/07)
 - H. Discussion: DEP Water Supply Consent Order for a Section of Broad Brook Road, Salerno Drive and Rebecca Drive. (Tabled 1/22/08)
 - I. Discussion: Personnel Rules and Procedures. (Tabled 1/22/08)
 - J. Clean Energy Committee – A vacancy exists due to a newly formed committee. Appointment would be for two years from date of appointment. (Tabled 1/22/08)
 - K. Clean Energy Committee – A vacancy exists due to a newly formed committee. Appointment would be for two years from date of appointment. (Tabled 1/22/08)
 - L. Clean Energy Committee – A vacancy exists due to a newly formed committee. Appointment would be for three years from date of appointment. (Tabled 1/22/08)
 - M. Clean Energy Committee – A vacancy exists due to a newly formed committee. Appointment would be for three years from date of appointment. (Tabled 1/22/08)
 - N. Clean Energy Committee – A vacancy exists due to a newly formed committee. Appointment would be for four years from date of appointment. (Tabled 1/22/08)

- O. Clean Energy Committee – A vacancy exists due to a newly formed committee. Appointment would be for four years from date of appointment. (Tabled 1/22/08)
- P. Clean Energy Committee – A vacancy exists due to a newly formed committee. Appointment would be for four years from date of appointment. (Tabled 1/22/08)

12. NEW BUSINESS

A. Consent Agenda – Action.

NO ITEMS FOR ACTION

B. Appointment(s) – Town Council Appointed.

- 1. Prison/Town Liaison Committee – A vacancy exists due to the resignation of Michael Arnone, Jr. Term of Office is indefinite.
- 2. Loan Review Committee – A vacancy exists due to the regular appointment of Kathryn McGann. Term of office would be until 12/31/2010.

C. Appointment(s) Town Manager Appointed/Council Approved.

D. Discussion/Resolution: Naming of Prudence Crandall Baseball Field.

13. ITEMS FOR DISCUSSION

A. Consent Agenda – Review.

- 1. Discussion/Resolution: Transfer of Funds for Treasury Division Salaries, \$9,450.
- 2. Discussion/Resolution: Transfer of Funds for the Police Overtime, Active Shooter Program Account, \$2,400.
- 3. Discussion/Resolution: Transfer of Funds for the Police Overtime, DUI Reimbursement, \$2,539.97.
- 4. Discussion/Resolution: Transfer of Funds for the Police Department K-9 Handlers, \$8,400.

B. Appointment(s) – Town Council Appointed.

C. Appointment(s) Town Manager Appointed/Council Approved.

- D. Discussion/Resolution: Transfer of Funds for the Public Works Overtime, \$75,000.
 - E. Discussion/Resolution: Request for Federal Government Appropriations Selecting Projects for Submission for Federal Funding.
 - F. Adoption of the Solid Waste Ordinance Amendments.
 - G. Discussion/Resolution: Establish Criteria for Residents to Receive Free Tipper Barrels.
 - H. Discussion of Residency Requirement for Town/Prison Liaison Committee.
 - I. Discussion/Resolution: Small Cities Grant Program.
- 14. MISCELLANEOUS
 - 15. PUBLIC COMMUNICATIONS/APPLIES ONLY IF PRIOR TO 11:00 P.M.
 - 16. COUNCIL COMMUNICATIONS
 - 17. ADJOURNMENT

* REMOVE FROM AGENDA

** MOVE TO MISCELLANEOUS

*** WOULD LIKE TO BE CONSIDERED FOR REAPPOINTMENT

minutes

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, FEBRUARY 4, 2008**

A Special Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, February 4, 2008. The meeting was called to order at 5:30 p.m.

ROLL-CALL – Present were Councilmen Bosco, Dumont, Edgar, Kaupin, Kiner, Mangini, Nelson and Ragno. Councilman Lee entered at 5:45 p.m., Councilman Crowley entered at 6:17 p.m. Councilman Jones was absent. Also present were Town Manager, Matthew Coppler; Assistant Town Manager, Daniel Vindigni; Town Clerk, Suzanne Olechnicki; Town Attorney, Kevin Deneen; Director of Finance, Lynn Nenni.

STATE LEGISLATORS

Present were Representatives Kathy Tallarita and Karen Jarmoc and Senator John Kissel.

Chairman Kaupin requested an update on the pending session, i.e., what is being worked on and what might effect the Town of Enfield.

Rep. Tallarita spoke about the state monies for the remediation work at Fermi High School. She noted she spoke to the speaker and majority leader about this money, and she learned they kept the money in the bond agenda. She pointed out they asked for \$1.8 million and it ended up being \$3.2 million. She stated \$3.2 million dollars isn't going to happen at this time. She noted her majority leader said they'd be willing to talk about half that amount if they could talk about doing the other half with the Governor.

Senator Kissel explained there are funds given out to legislative leadership. He noted he also added his input for that money as well. He went on to note a few weeks ago he spoke with Secretary Genuario about this issue and was told if the Speaker or someone else was going to utilize part of their flexible funding for this, he would have received a letter, however, he did not receive a letter. He pointed out that does not mean that all or part couldn't be funded. He noted Secretary Genuario was interested in trying to help Enfield through some type of DEP funding or other pool that's not necessarily just for bonding. He explained possibly they could supplement bond money with super fund money or toxic waste clean-up funding.

Senator Kissel stated he could setup a meeting between himself, Reps. Tallarita and Jarmoc and Secretary Genuario to discuss this matter.

Chairman Kaupin questioned whether they've started the process for applying for education reimbursements. Mr. Coppler stated they don't have the final close-out of the project, and they couldn't do that until everything is certified.

RECEIVED FOR RECORD 11 Feb 2008
ATTEST *Suzanne F. Olechnicki* 4:45 PM.
Town Clerk

Councilman Kiner questioned why the bond commission isn't releasing the money. Senator Kissel stated the Governor has sole authority over the bonding. He noted Secretary Genuario stated this is a huge amount of money for ballfields in comparison to any other projects in the State, and it wasn't on their radar. It was Secretary Genuario's impression that this was something whereby the leadership would have to step in and make a priority. He noted as opposed to going the traditional route of trying to push to get the Governor to put it on the agenda, which it's believed she would probably be disinclined to do, Secretary Genuario planned to look at other funding sources as well. He suggested everyone work together as a big delegation and pursue every avenue.

Councilman Mangini stated her impression that last fall the Town was almost guaranteed Enfield would have this money. Senator Kissel stated he did not hear anything about guarantees. Rep. Tallarita stated the whole process with bonds has changed. She explained they need to talk to party leaders to let them know this is a priority and to learn how to get this done.

Senator Kissel stated a good starting point would be to learn what the Secretary says. He noted Secretary Genuario is a good and fair person, and if there's anything available, he will try to maximize the ability to get it.

Chairman Kaupin raised the topic of PILOT for Public Housing.

Rep. Tallarita stated there will be a public hearing on February 19th at 1:00 p.m. She noted they're trying to restore the \$4 million dollars that was cut at the last session.

Councilman Mangini stated she plans to attend that Hearing. She requested the Council be supplied with any available literature on this topic.

Councilman Lee noted he will be attending and questioned if there's an idea or plan that they should speak in favor of, and Rep. Jarmoc stated speakers could indicate how this cut impacts the community. She noted the effect on Enfield would be incredible. Rep. Tallarita stated this hurts the poor of the communities through rent increases. She noted the Enfield Housing Authority already had to increase their rents in December.

Councilman Lee questioned if the monies are restored, how will that effect Enfield. Rep. Tallarita stated her belief the Enfield Housing Authority might lower rents if the monies come through.

As concerns the Department of Corrections and expansions, Rep. Jarmoc stated she spoke to Lena Ferguson today and learned there currently are no plans for further expansion. She stated the third quad should be complete in March and inmates will be placed in that quad. She noted they are maintaining that the fourth quad will still be for offices and

programs. She voiced her concern that it's all set up to easily transition for housing if necessary.

Councilman Nelson stated he heard a rumor that DOC is planning to develop a water treatment facility across the street. Rep. Tallarita stated it's claimed that's not what DOC is doing, and it has nothing to do with what's happening in Enfield, but rather this has to do with their own water purification.

Mr. Coppler stated it would appear that the changes that are being made today are going to necessitate more capacity tomorrow in terms of sentencing. He questioned if there is any planning process going on right now to address those changes and the expected increase in prisoner population over the next five to ten years.

Senator Kissel stated they really try to strike a balance. He explained while there's a substantial portion of the legislation in the past regarding "get tough on crime", there's also a substantial amount of effort in reintegrating individuals into their communities, i.e., supporting outside services, transitional beds, etc. He noted the notion is that they could try to break the cycle of recidivism with non-violent offenders, while at the same time maintaining capacity for the violent offenders. He noted the State knows Enfield's representatives are watching this issue very closely all the time.

Rep. Tallarita agreed with Senator Kissel in that they are all watching this situation very closely.

Chairman Kaupin stated his understanding there's a proposal to change the formula to match a host prison community to a host casino community. Rep. Tallarita stated she introduced this bill, however, she has no high hopes for funding because this will be a lean year. She noted no one seems to know the answer to the question as to whether or not housing prisons in a community places an additional burden on services. She suggested they can get the communities talking about this to learn if they can figure out what the burden is, if any.

Chairman Kaupin questioned if this is an opportunity to get full PILOT funding. Rep. Tallarita stated the Town is supposed to be getting full PILOT funding, however, she would like this to be separate because PILOT is money in lieu of taxes.

Councilman Ragno stated his understanding inmates are attending college at no charge. He pointed out veterans have to go through a lot of paperwork to attend college. He stated he does not see why they're funding advanced education for prisoners who commit crimes against society. Senator Kissel stated he was at a hearing where he heard people complaining that this benefit was pulled out, and the Commissioner said she didn't have

any money in her budget to continue with the college benefit, however, there's high school education.

Councilman Ragno stated he has no problem with a GED program, however, he wants to be sure college isn't included. He requested verification that college isn't being provided by DOC.

Rep. Jarmoc stated possibly they can provide incarcerated individuals with some form of education or a job skill so they're more able to be productive citizens when they leave prison. She noted she's not advocating for college courses in prison, but she feels there's value in providing inmates with certain tools that they might need so they're more able to obtain a job when they leave prison.

Councilman Ragno suggested inmates serve their country rather than providing programs at the taxpayers' expense. He stated his belief they need to shift more emphasis on the people who are contributing to society and not detracting from society.

Rep. Jarmoc questioned if someone who has been incarcerated can serve in the military. Councilman Ragno stated his belief they've lessened some of the requirements and he stated his belief it depends on the level of the crime. He suggested perhaps this is something the judiciary could look at.

Mr. Coppler spoke about the Refarming Radio System issue. He noted the current frequency that the town is on is going to be sold out and they will be going to a different frequency. He noted this involves police, fire, EMS and DPW.

Senator Kissel stated there was recently a presentation regarding Homeland Security, and they're in the process of getting all the communities on a specific wavelength. He questioned if it might be helpful to have someone from Homeland Security come in and discuss this issue with the Council. Mr. Coppler responded yes and suggested possibly the Town could partner with them.

Councilman Ragno pointed out this effort will take a lot of time, effort and money and this should be stressed at the State level. He stated his belief at least some of the funding should come from Homeland Security or the State.

Councilman Mangini stated she would also like to see some federal monies for this effort.

Chairman Kaupin raised the topic of the bridge at High Street and Route 5. Rep. Tallarita stated she asked DOT why this area wasn't looked at when work was done on the pond. She noted when she hears more, she will get back to the Council.

Councilman Edgar stated another problem is that the State doesn't cleanout the brook in that area. Senator Kissel noted he will look into this.

Mr. Vindigni stated it may be that the bridge at that point is stable, but the drainage is an issue.

Chairman Kaupin questioned the possibility of putting the walkway on the Enfield/Suffield bridge on the south side instead of the north side. He noted this would accomplish two things – access to the dam and people would not have to cross Route 190 to get to the other side, which is a potential public safety disaster. He stated this would also hook up better with the Windsor Locks bikeway.

Rep. Tallarita noted the response she received claims this change would be too expensive and it would be very disruptive to traffic and it's supposed to go out to bid this month with work starting in April.

Councilman Crowley stated another access to the dam would be through South River Street. He noted this would also incorporate part of the Thompsonville Revitalization effort. He stated that would help any small businesses along this route, i.e., the bait and tackle shop.

Mr. Coppler agreed that is a good idea and he will talk to the Public Works Director.

Discussion then followed about the Empowerment Zone.

Mr. Coppler stated over the last two years, this region lost 1,900 jobs, and 1,700 jobs are from the Town of Enfield. He noted this is a bad situation for the town. He pointed out Enfield is getting impacted by job losses more severely than surrounding communities because Enfield doesn't have a lot of land to develop. He explained the empowerment zone provides for income tax, job training, etc. He noted Enfield has to be looked at differently than other non-urban towns in Connecticut because Enfield is a small city and has a lot of the negative impacts that come with being a small city. He stated they are looking at Enfield as an entitlement community so that they're not in competition for CDBG funding and they could use that money a little differently so they can address local issues such as development issues.

Senator Kissel questioned whether they're focusing on a particular part of town. Mr. Coppler responded empowerment zones are usually issues within Enfield, i.e., Thompsonville and some industrial areas. He noted they're looking at some land near the Metro-North property area, which involves about 160 acres with a lot of wetlands. He stated perhaps monies could be better used for economic development.

Rep. Jarmoc stated when Ray Warren is ready, they could meet with the ECDC. She added her belief it would be beneficial to bring in the Chamber of Commerce to support this effort.

Councilman Nelson stated another disadvantage for Enfield is the new aquifer protection act. He pointed out Enfield has lots of wetlands, and the town will be crushed when this act is enforced and limits what can and can't be done on a property. He noted this might be another avenue to approach.

Councilman Bosco spoke about a truck stop and welcome center and stated his belief the best location would be at Depot Hill Road where it crosses Route 91. He pointed out the State already owns the land for the ramps, and they could locate it right where the CL&P building is. He noted this shouldn't bother the town at all since there's hardly any residential area in that location. He stated when the State puts in the ramps, they can come right up Depot Hill Road and access all that industrial land. He noted that would also enable Enfield to access all the industrial land on that end of town.

Councilman Ragno stated his belief the ideal spot for the welcome center would be closer to town. He noted this center could be a "Purple Heart Welcome Center of Enfield" right off Exit 47 on the Purple Heart land. He stated the State could build the center. He noted this would integrate nicely with the Revitalization of Thompsonville and that whole area. He suggested this opportunity be presented to the State. He noted this would result in two separate locations for the truck stop and the welcome center.

Rep. Tallarita stated she will take this idea to the State. She noted I-95 is the State's number one priority with Route 84 and Route 91 following. Councilman Ragno stated he would like to be pro-active and present these ideas to the State.

Senator Kissel stated it might be worthwhile meeting with the State to discuss this idea. He noted he will set up this meeting. Chairman Kaupin suggested the Council set up a subcommittee of three people to meet with the State.

Councilman Ragno commended Rep. Jarmoc for doing a nice job in hosting a meeting with DEP. He noted rather than adding another access point on Route 190, he would prefer seeing an expansion/enhancement of the existing access points to the Scantic River State Park.

Councilman Lee pointed out there was a "Super Bowl" hike at the Scantic River State Park, and there were over 50 cars needing parking spaces, and it was a zoo. He noted while the small, existing lots are nice, he would like some attention paid to the larger parking area immediately adjacent to the park. He pointed out there's a historic barn in this area, and they'll have a nice sidewalk over the new bridge.

ADJOURNMENT

MOTION #9654 by Councilman Mangini, seconded by Councilman Lee to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9654** adopted 10-0-0, and the meeting stood adjourned at 7:00 p.m.

Respectfully submitted,

Jeannette Lamontagne
Secretary to the Council

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, FEBRUARY 4, 2008**

The Regular Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, February 4, 2008. The meeting was called to order at 7:09 p.m.

PRAYER – The Prayer was given by Chairman Kaupin.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was said.

ROLL-CALL – Present were Councilmen Bosco, Dumont, Edgar, Kaupin, Kiner, Lee, Mangini and Ragno. Councilman Crowley entered at 7:13 p.m. Councilmen Jones and Nelson were absent. Also present were Town Manager, Matthew Coppler; Assistant Town Manager, Daniel Vindigni; Town Clerk, Suzanne Olechnicki; Town Attorney, Kevin Deneen; Director of Social Services, Pam Brown; Director of Finance, Lynn Nenni

FIRE EVACUATION ANNOUNCEMENT

Chairman Kaupin made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #9655 by Councilman Mangini, seconded by Councilman Ragno to accept the minutes of the January 12, 2008 Goal Setting Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9655** adopted 8-0-0.

MOTION #9656 by Councilman Mangini, seconded by Councilman Dumont to accept the minutes of the January 22, 2008 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9656** adopted 8-0-0.

MOTION #9657 by Councilman Ragno, seconded by Councilman Mangini to accept the minutes of the January 22, 2008 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9657** adopted 8-0-0.

RECEIVED FOR RECORD 11 Feb 2008
ATTEST *Suzanne F. Olechnicki* @ 4:45 P.M.
Town Clerk

PUBLIC COMMUNICATIONS & PETITIONS

Charles Woods, 11 Westerly Drive

Thanked Councilman Mangini for inviting him to the Enfield Food Shelf. He noted he saw that very good procedures are in place. He added his belief their plans to go a little more automated is a good idea.

As concerns the water situation on Broadbrook Road, Mr. Woods stated his belief it would be a huge mistake to go through Kennedy Road. He pointed out working in this area would disturb wetlands and residents in that area already have water problems.

COUNCILMEN COMMUNICATIONS & PETITIONS

Councilman Mangini encouraged everyone to vote in the upcoming primary.

She thanked Mr. Woods for visiting the Enfield Food Shelf to see how it operates and how it helps people.

Councilman Ragno stated he had a constituent come into his office this past week, and they were inquiring about the drainage issues on Westford Avenue. He requested an update on this.

He referred to the Route 190/Scitico Road closure and realignment and requested an update on this project.

Councilman Ragno commended Public Works for their work during the recent snowstorm. He also thanked Bob Chadderton and staff concerning the police dispatch center transition. He noted that went very smoothly.

He stated the North Central Chamber of Commerce is hosting an economic breakfast/luncheon at 7:30 on Thursday morning at the Crowne Plaza.

Councilman Ragno stated the Four Chaplains' mass is scheduled for 11:00 a.m. this Sunday at St. Adalbert's Church.

Councilman Crowley stated he received a few calls about Channel 16. He noted people want to know if anything will be done with this channel. He suggested doing some Town updates on this channel. He added that channel could also run a list of the vacancies available on the boards and committees.

He questioned the possibility of the Town Council having council identifications.

Councilman Crowley stated the Council received a letter from Henry Dutcher about the future of the library. He credited Mr. Dutcher for being pro-active. He pointed out Enfield has a college, nine elementary schools, two high schools and a middle school, and each of those have their own library. He went on to note the schools also have computer labs and gymnasiums. He questioned if there's a way to work with the Board of Education to access these facilities. He pointed out when the school additions were done, it was done with the idea the public could access these areas without going through the school. He noted this was an idea of the Building Committee. He stated questions have been raised about the issue of non-profit groups having to pay to use the school gyms while custodians are already on duty. He requested an explanation for this.

Councilman Dumont stated she saw the recycling information in The Reminder, and she found this information helpful since it showed exactly what type of recyclables will be picked up.

Councilman Bosco requested an update concerning the guardrail on Steele Road.

He noted he also heard from people about Channel 16. He suggested they at least list the programming schedule so people know when the next meeting will be aired.

Councilman Mangini stated a Facilities Subcommittee has been meeting, and they're looking to create a policy to streamline the use of facilities.

Chairman Kaupin stated the Council met earlier in the evening with Senator Kissel and Representatives Karen Jarmoc and Kathy Tallarita. He noted they discussed several issues and requested these items be worked on in the upcoming Legislative Session. He thanked Senator Kissel and Representative Jarmoc and Tallarita for the time they spent with the Council.

Chairman Kaupin stated last Monday, he held the first Mayor's Advisory Council meeting, and over 30 people attended this meeting. He noted they talked about different issues. He stated he will provide details about some of the issues raised and will forward that to the Council. He noted the next meeting is scheduled for Monday, March 31st at Central Library at 7:00 p.m.

Chairman Kaupin stated the Council will be holding quarterly public informational meetings, and the first meeting is scheduled for Monday, February 25th at the JFK Middle School cafeteria at 7:00 p.m. He pointed out this will be an open forum.

As concerns the Four Chaplains' Mass, Chairman Kaupin pointed out there will be a march from the John Maciolek Post on Pearl Street, and attendees should meet at the Post at 10:15 a.m., and the march starts at 10:30.

Chairman Kaupin stated there will be an update from staff on the erosion and drainage issues in town on Wednesday, February 20th at 7:00 p.m. in the Council Chambers.

TOWN MANAGER REPORT & COMMUNICATIONS

As concerns the Scitico Road closure, Mr. Coppler stated staff went out and spoke to some of the residents and came up with one plan which they felt would be the best. He noted that plan was sent out to the police, fire and public works, and they also received some feedback from some of the surrounding commercial property owners. He pointed out that plan wasn't well-received, therefore, they came up with a fourth alternative, and they're in the process of getting that plan out to everyone in order to get feedback. He noted they'll probably need a final decision by late spring.

Councilman Ragno stated it's important to collaborate with businesses in that area. He added he appreciates the effort to try and satisfy everyone.

Councilman Crowley questioned whether the blind spot at Westerly Drive can be incorporated into this project. Mr. Coppler stated there may be some possible resolutions to that issue.

Mr. Coppler stated a lot of information regarding recycling will be flowing out to the residents. He noted recycling not only helps the environment, but it also saves the Town money in tipping fees. He pointed out the Town will be going to weekly recycling in April. He stated they will encourage businesses to recycle. He noted even though the Town may not be picking up the trash of private businesses, the Town gets a credit of \$10 per ton for recyclables.

Councilman Ragno questioned how the Town gets a credit when businesses recycle. Mr. Coppler stated if a business is putting material into the recycling stream with a private contractor, it has to be delivered to the CRRA recycling facility. He noted if CRRA is going to commit to \$10 per ton for a long period, it's very important for the Town to be an active partner with businesses to be sure they are recycling everything possible. He stated it's being estimated that figure could be around \$28,000 a year in reimbursement the Town will get because of the recycling. He noted every ton not going into the incinerator is saving the Town \$69 per ton in tipping fees.

Mr. Coppler stated the Town will have a booth at the Home & Garden Show, and they will have information about recycling and the tipper barrels, as well as other services of the Town.

Councilman Crowley questioned if there's a tipper barrel available for recyclables. Mr. Coppler stated they have not gone beyond the pilot program as concerns tipper barrels for recycling. He went on to note CRRA is looking into a single stream recycling process, and at that point they would be able to co-mingle recyclables.

As concerns Channel 16, Mr. Coppler stated his understanding it was out of service for a period. He noted they are looking to deploy more features to this channel. He stated his belief they will see more on Channel 16 over the next couple months.

Mr. Coppler invited Pam Brown, Director of Social Services, to come forward to review a few items on the agenda.

Pam Brown introduced Margaret Smith-Hale, the new Executive Director of ITN North Central Connecticut.

Ms. Smith-Hale stated the more volunteer drivers they can get, the faster they can move on this program.

Referring to Item M. under Items for Discussion, Ms. Brown proposed having a new position which would be called the Assistant Director of Social Services/Grants Manager. She noted this position would oversee grants and also oversee Neighborhood Services. She requested they create a part-time Secretary I position that would also help with the administration of grants. She noted the funding for that would come from reducing the amount of consultant time they currently have for grant writing. She stated instead they would invest about \$6,500 of that money for a part-time secretary. She stated her belief this would be a cost-effective way of managing the department. She noted they would use the funding that's currently budgeted for the Neighborhood Services coordinator position to fund the Assistant Director of Social Services/Grants Manager position. She noted the Council has within their packets a transfer that would allow for that to happen. She pointed out there's no additional cost to the Town.

Councilman Mangini voiced her support of this change.

Mr. Coppler stated he and Ms. Brown have talked about ways and strategies to fully fund all the operations of social services without subsidizing from the General Fund. He noted he supports this and feels this is a very good idea.

Councilman Bosco voiced his support of this. He went on to question who will be responsible to make sure they get their money's worth out of this new position, and she responded she will be responsible for this position.

Councilman Edgar stated he's not sure about this.

Councilman Crowley questioned the possibility of having another Director of Neighborhood Services in the future. Ms. Brown stated this is not a perfect solution. She noted half the time this person will have to oversee Neighborhood Services and oversee the grants the other half of the time. She pointed out she's attempting to use the resources available in the most cost efficient manner. She noted years down the road, it might become necessary to make adjustments.

Referring to Item J. under Items for Discussion, Ms. Brown explained the resolution before the Council is to approve the Town of Enfield applying for the Town of Enfield Day Care contract with the Department of Social Services. She noted \$683,000 has been allocated, and this is nearly a 10% increase. She noted this would provide for 121 low income children to be able to receive subsidized day care.

TOWN ATTORNEY REPORT AND COMMUNICATIONS

Attorney Deneen stated he attended a ZBA training session and hopes to attend the Planning & Zoning meeting this Thursday.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Councilman Ragno stated new bandwidths are mandated by FCC for police, fire and EMS. He noted the new frequency will take effect in 2013, and the Committee will meet to decide how to deal with this. He stated this will be an expensive undertaking. He noted after tonight's legislative meeting, it's hoped they'll be able to find other funding. He stated they will have to at least strategize how they will go forward to purchase the frequency the Town needs and create a plan to implement that program. The estimated cost for this undertaking is about \$5 million dollars, and it will take two to three years to implement.

Councilman Mangini stated this committee hopes to meet February 20th to put together a request through leadership for a resolution to look for a consultant to do research for this project. She emphasized the importance of this because it effects the communications between the police, fire, EMS, School Department and Public Works. She noted there will be more updates on February 20th.

Councilman Lee stated last week the Development Services Committee met. He noted Councilmen Crowley, Jones and himself were in attendance. He noted they requested the staff liaison to take some of the goals established at the Council level and start an open dialog as to where they saw Council goals fitting in with their departments' missions. He stated at the next meeting, they will hear how staff is prioritizing those goals and how this affects this and future budgets.

Councilman Lee stated there was some interest in getting together before the Town Council heads to the NLC event.

Councilman Lee spoke about the *Social Services Committee. He noted Councilman Mangini is also on this committee. He stated this committee meets a couple times in the spring. He added they work with Pam Brown and they listen to agencies that receive funding from the Town. He noted he and Councilman Mangini will make a presentation during the budget process as to how the Town can assist the agencies in the coming year.

Councilman Bosco stated he and Councilmen Kiner and Nelson are on the Public Works Committee. He noted they're reviewing that whole department to see where they can save and streamline, i.e., doing more in-house and different ways of operating to cut costs.

Councilman Kiner stated the Public Works Committee has been meeting regularly, and this is a very productive committee.

OLD BUSINESS

APPOINTMENTS (TOWN COUNCIL) & (TOWN MANAGER)

All appointments remained tabled.

Items C., D. and E. remained tabled.

MOTION #9658 by Councilman Lee, seconded by Councilman Bosco to remove Item F. from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9658** adopted 9-0-0.

DISCUSSION RE: TAX DELINQUENCY LIST

Ms. Nenni stated she has been reviewing the tax collection procedures with a special focus on the delinquency taxes. She noted the Town does have a very good tax collection rate of 97%. She stated the amount of taxes that are delinquent amounts to about \$2.7 million dollars, and that represents about 225 people. She noted she has been looking at ways to improve this process.

*i.e. Human Services Advisory Committee

Ms. Nenni recommended sending out notices on a regular basis to delinquent taxpayers. She noted they should also get on a regular course of action as concerns tax lien sales. She stated she also looked at the ordinances and statutes that are in place that govern the policies for delinquent taxes. She noted she found that the Council passed an ordinance a few years ago that states they can't pursue delinquent taxes until they are delinquent for three years. She stated by statute, taxes are delinquent the day after they're due. She noted if they have a firm policy in place, and they say they will start pursuing these delinquencies immediately, and they show they're having a tax sale every year, it might encourage taxpayers to pay their taxes if they know the Town is serious.

Attorney Deneen stated there are four outstanding resolutions that the Council passed in the past, and a couple of them were revised in February, 2006. He noted there are some areas where this is fairly restrictive in terms of having to wait three years, or in other cases the resolutions themselves spell out what the payment plan has to be. He stated he's still in the process of understanding how this came to be. He noted he has been working with the Finance Director to come up with some different ideas.

Councilman Ragno stated his belief if they're more aggressive up front, it will improve the Town's posture, and when the Council sets the budget, hopefully they'll have additional revenues and won't have to raise taxes. He feels this is a very positive step.

Councilman Ragno stated when these accounts do go delinquent, he wants to be sure the Town is actually filing liens against these properties as they become delinquent. He noted he wants to be sure the Town is preserving its lien status on such properties so that if they are sold, the Town does get paid.

Attorney Deneen stated municipal tax liens always have a priority over just about everything. He noted he's not sure the liens are regularly filed. He stated in most municipalities they're normally filed after one year has lapsed. He noted he will check with both the Tax Collector and Town Clerk as to where that stands. He pointed out the priority of the debt isn't extinguished because it's not recorded immediately.

Councilman Edgar questioned if there's anyone that's 15 years delinquent, and if so, is the Town in foreclosure on those properties. If not, why not. Ms. Nenni stated she's not aware that they're actually in the foreclosure process on any properties. Mr. Coppler stated he can think of only one individual that's 15 years delinquent, and that individual is on a payment plan of some type.

Attorney Deneen stated the wording in the resolution should be tightened up as concerns tax foreclosures or tax sales.

Councilman Edgar questioned if payments are sufficient so that a year is paid up. He noted if not, by law, after 15 years, a year drops off and the taxes can't be collected. Attorney Deneen noted he will look into this.

Councilman Edgar raised the possibility of the marshals going out to collect some of these taxes. Ms. Nenni stated that's an option they need to look at and something they should consider.

Councilman Edgar questioned if there's such a thing as a suspense list, and Ms. Nenni responded yes, and noted those are the taxes that the Tax Collector says are uncollectible.

Councilman Edgar questioned if the Council can have a copy of the suspense list, and Ms. Nenni responded yes.

Councilman Mangini stated she wants the Town to remain compassionate and at the same time have a good, solid policy.

Councilman Lee stated his impression they should look at arrangements that define the boundaries of what payment plans are and also what it means to be current in those plans.

Attorney Deneen stated his belief they have to try to craft something that allows the Tax Collector to move forward in an appropriate manner.

Councilman Lee questioned if the Council can be informed if a party comes in to make a payment plan as to whether that property is still being liened at the appropriate time.

Councilman Edgar questioned when the liens are placed, and Ms. Nenni stated she's not sure. Councilman Edgar noted he'd like an answer to this question.

Councilman Edgar questioned if the Town's liens are secondary to a bank mortgage, and Attorney Deneen responded no, the Town has priority. Ms. Nenni stated even if a lien hasn't been filed, the Town is still first in the payoff in the event of a transfer.

Councilman Edgar questioned whether all the delinquent accounts can be updated and the Council informed if there are liens on all of them. Ms. Nenni responded yes.

Councilman Dumont questioned what constitutes an uncollectable account. Ms. Nenni responded if it's been outstanding for 15 years, if there's been a bankruptcy or if they've gone out of business.

Councilman Dumont agreed they need to move forward when they first become delinquent rather than waiting three years. She noted she would like to be more aggressive in a humane way.

Councilman Ragno agreed with Councilman Dumont. He stated his belief it's easier to rectify a situation early on. He went on to note a lot of developments are incorporated businesses. He questioned if the Town is closing the loop on them when a development is concluded. Mr. Coppler stated those currently delinquent seem to be within the 1989 to 1999 time frame. He noted he's unsure what the circumstances were at that point in time. He stated hopefully they're doing a better job today making sure that open space that's supposed to be deeded over to the Town is being done.

Councilman Ragno referred to incorporated businesses or individuals on the tax delinquency list and suggested not contracting with those businesses or withholding non-critical services.

Councilman Dumont suggested they have a cross-reference list of the people who are very delinquent, and the ones who frequently ask Town Hall for certain services. She noted this might be a good avenue to keep them in check.

Chairman Kaupin referred to the suspense list and questioned if that removes it from the collectible side of the ledger. He questioned if that property is sold or the business returns, does the Town still have the right to collect those taxes. Mr. Coppler responded that's correct and noted the Town still has liens on those properties.

Chairman Kaupin stated he has been asked if the Town can place restrictions on new development if a company owes back taxes. He requested the Town Attorney look into the possibility of preventing such a developer from putting forward a P&Z or Wetlands application on a new development unless they're up-to-date on their tax payments.

Chairman Kaupin questioned what the Finance Director recommends to get caught up and current, or is she waiting for the review of the ordinances so that Council sets direction. Ms. Nenni recommended examining the list and do an aging of the list so that they can review it annually. She proposed having a tax sale on an annual basis.

Mr. Coppler raised the question of whether it's humane to let people become three years in arrears. He stated his belief there are ways to address this so that not only are people paying what's owed from the past, but they're also current.

Chairman Kaupin suggested having the General Government Committee, consisting of Councilmen Ragno, Edgar and himself, to work with the Town Manager in providing a

clear direction and changing the existing codes on the residential piece to make sure they're all on the same page.

Chairman Kaupin questioned if the list that was distributed in December has been posted on the website. Mr. Coppler explained what's on the website is tied directly into the tax package, therefore, it's not as detailed as the report before the Council. Chairman Kaupin questioned how often they would send out notices. Ms. Nenni stated taxpayers get a notice twice a year. Chairman Kaupin noted those notices don't state the amount. Ms. Nenni stated that can be fixed. Mr. Coppler stated the bills can detail the number of years delinquent and the total amount due.

Councilman Ragno agreed in that the bill should indicate the principal and interest. He added they should also include what pending actions could happen.

Councilman Ragno stated if there's a tax lien sale, homeowners have a one-year redemption period, therefore, there's that year to make good on the taxes.

Councilman Ragno stated this could also be a revenue-generating thing for the Town if it's a closed, sealed bid on the liens. Attorney Deneen stated any equity over and above the lien and the interest and fees goes to the next lien holder. He noted if the Town is packaging and selling a bunch of liens to a collection agency, there's a separate statutory process for that. He went on to note if the Town brings a foreclosure sale, there will likely be some equity over and above the taxes, and most likely that windfall would go to the homeowner.

MOTION #9659 by Councilman Lee, seconded by Councilman Mangini to retable this item.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9659** adopted 9-0-0.

Item G. remained tabled.

NEW BUSINESS

There were no consent agenda items.

There were no Town Council or Town Manager appointments.

Item D. remained on the agenda.

RESOLUTION #9660 by Councilman Ragno, seconded by Councilman Lee.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:	Fund Transfer Capital Fund	\$480,700.00
FROM:	General Fund Balance	\$480,700.00
TO:	Solid Waste Equipment Tipper Barrels	\$480,700.00
FROM:	General Fund	\$480,700.00

CERTIFICATION

I hereby certify the amount of \$480,700.00 is available from General Fund Balance as of January 31, 2008.

/s/ Lynn Nenni, Director of Finance

Mr. Coppler stated this was the best price available in terms of all the different bids that were available.

He stated under this bid, the 96-gallon tipper barrel will cost \$59, and those will be available within four weeks of placing the order. The Town currently charges \$50 for this barrel, therefore, the Town is subsidizing that purchase by \$9.00.

He noted the middle-sized barrel is 64 gallons, and if they were to purchase that barrel from this bid, it would cost \$56. He explained the problem with this size is that there's an eight to twelve week delivery time because these are deemed to be special orders. He noted they did not want to take the chance of not having them available for the first collection.

He stated the smaller container is a 38 gallon tipper barrel and will cost the Town \$53.00 each, and that barrel has a four-week delivery time. He noted the smallest container is a 35 gallon tipper barrel, which would cost \$50.00.

Councilman Mangini questioned if she supports this resolution, does that mean she would be supporting purchasing the tipper barrels and then charging the residents. Mr. Coppler responded no and explained the Town has to purchase the barrels and they need the money in place so they can go out and buy them.

Councilman Mangini stated she's still opposed and will remain opposed to the Town forcing residents to pay for the tipper barrels.

Discussion followed regarding the logistics of this transfer.

Councilman Edgar stated the certification should show the total amount, not half the amount. Chairman Kaupin stated there probably should be two certification lines because there's \$480,700.00 available in General Fund Balance, and then that \$480,700.00 becomes available in General Fund Transfer.

Mr. Coppler stated this could have been done in two resolutions. He noted the net effect is that they're only moving \$480,700.00.

Chairman Kaupin suggested in the future they not do two-step transfers. He stated his belief people understand the intent. Councilman Edgar noted this is very confusing to the general public.

Councilman Lee stated they talked about whether or not the municipality was going to sell the 64-gallon barrel. He noted he wants to be sure it's clear that a 64-gallon barrel that meets the Town's specifications is still acceptable for use. Mr. Coppler agreed and noted if a person goes out and purchases a tipper barrel, and it has the appropriate features that allow the Town to mechanically lift it, it's perfectly acceptable.

Councilman Lee questioned whether the tipper barrels will be available at the transfer station or anywhere else where a resident can cash and carry a barrel. Mr. Coppler stated they're still working on that.

Councilman Dumont questioned the price on the 48-gallon barrel. Mr. Coppler stated his belief it's \$45 for the resident.

Councilman Crowley clarified that the only tipper barrels being guaranteed are the ones purchased from the Town, and Mr. Coppler responded that's correct. He went on to note if people purchase a cheaper version of the Town's tipper barrel, and the wheels fall off and there's no abuse from the Town, the Town will not repair that barrel or provide a reimbursement. He stated his belief this is a good deal from the Town, unless someone is purchasing a used barrel. He noted if a person was to go out and buy the same barrel, it would be more costly.

Councilman Kiner stated he recognizes this as the first step of charging each family for the tipper barrel, therefore, he will not support this.

Chairman Kaupin stated one person asked if these barrels come in a different color, i.e., blue, and Mr. Coppler indicated he could check on this.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9660** adopted 7-2-0, with Councilmen Edgar and Kiner voting against the resolution.

DISCUSSION RE: PERSONNEL RULES AND PROCEDURES

Referring to Page 17, Section 4-12, Councilman Dumont requested clarification on "Cafeteria Benefit Plan".

Mr. Vindigni explained the Cafeteria Benefit Plan was established to allow for employees to contribute 3% which could go toward dependent care or some of the other pre-tax eligible benefits, i.e., medical care reimbursement.

Referring to Page 17, Section 5-1, Councilman Dumont noted this should read, "must punch out no more than 5 minutes **before** the end of the shift".

Councilman Ragno referred to the first two pages and noted they're not labeled and they're not part of the Table of Contents. He suggested these be included in the Table of Contents and numbered. Mr. Coppler stated that will be part of a cover letter from the Town Manager.

Referring to Page 9, Councilman Ragno stated his belief they need to indicate the effective revision date.

Councilman Ragno stated if this is a control document utilized by all the departments, they need to make sure that all the departments are being issued the same thing.

Referring to the definitions on Page 11, "Charter", Councilman Edgar pointed out that date should be November 11, 1964.

Referring to Page 12, "Part-time Employee", Councilman Edgar stated his belief State law says under 20 hours. Attorney Deneen stated under 20 hours generally refers to the eligibility for an individual to be unionized. He noted he will look into this.

Chairman Kaupin questioned if there will be a sign off sheet that goes into every employee's personnel file to show they've received this document. Mr. Coppler stated that is what they plan to do.

Mr. Coppler stated Mr. Sheridan is looking for consequences to behavior, and that may be a different document than this, i.e., the Code of Ethics. Chairman Kaupin suggested relaying this to the Ethics Commission.

As concerns Appendix A, Chairman Kaupin noted the Town Attorney and Town Manager aren't listed. He questioned whether they should be listed. Attorney Deneen indicated he'd check into this.

Councilman Mangini stated her interpretation of this manual is more of a personnel issue. She stated she doesn't believe the Council has any business picking apart personnel issues. She stated her impression a department head or Town Manager addresses situations where an employee isn't doing their job or behaving appropriately. Mr. Coppler stated they're trying to produce a document that the Council is comfortable with. He noted in the end the Town Council is held accountable for what Town staff does as public employees, whether it be good or bad. He stated the Town Council should be able to say what they hold dear and what they want in place to be sure the organization is reflective of what the Council wants to do. He stated his belief the Council does have a role in reviewing this to be sure staff is doing what they want. He noted this is an issue to Mr. Sheridan and other residents because they don't necessarily believe the Town is doing everything to the best of their ability at this time. He noted this is a matter of confidence in what they do and how they do it.

Councilman Mangini stated she doesn't want the Town Council micro-managing the departments.

Councilman Lee stated he is glad to see this document, and he feels this is informative and helpful for the public as well. He noted there may be some small details that will need to be fleshed out, but he feels they're headed in the right direction.

Councilman Dumont stated her belief this is a good document, and she feels it's important to have this in writing. She added she appreciates having the opportunity to review this and make comments.

Referring to Page 18, Section 5-2-e., "Administrative Leave", Councilman Dumont stated she can understand how everyone would get days leaves in coordination with how many hours that they've put in overtime. She stated her belief perhaps the schedule at the bottom of this section should be written a little differently since it's a little confusing. Mr. Coppler noted this could be clarified.

Councilman Crowley stated his understanding the Police Department has a policy in place already. He questioned if that's just a department policy or is it a Town policy. Mr. Coppler stated that's the department's standard operating procedures. Councilman

Crowley questioned whether each one of the Town departments has its own policy, and Mr. Coppler stated his belief there are other policies, but they're not as comprehensive as the policy for the police department. Councilman Crowley stated he wants to be sure the department policies coincide with the Town's policies.

Councilman Crowley questioned whether the Town Manager and Town Attorney should be part of this since they're contract employees. Attorney Deneen stated he will confirm this. He went on to note that under the Charter, the Town Manager and he are not because they're direct appointees by the Town Council. Mr. Coppler added his belief his contract is worded that he will adhere to all the policies and procedures of the Town.

Councilman Ragno expressed his appreciation for including the Council in the review of this document. He referred to page 40, Section 11-12-e. and stated his belief he's not sure whether the word "Training" should be included. He suggested just "Military Leave", which relates to employees who are ordered to active duty for military service. He pointed out there's a distinction – a person could be doing an annual two-week duty for training, or the case where a person is ordered to active duty, i.e., Iraq. He noted a whole different set of rights kick in, therefore, the difference needs to be specified.

Councilman Ragno suggested incorporating a paragraph within this document as concerns the use of cell phones in Town-owned vehicles, unless specifically exempted by State law, i.e., police, fire or EMS. Mr. Coppler stated perhaps this could fit into Article 20 which relates to computers/communication system use.

Councilman Edgar stated he would like this entire document reviewed by the Town Attorney to be sure it adheres to the Town Charter, particularly the issues and responsibilities of the Human Resource Director. He pointed out according to Charter, the Council sets policy, no one else. He stated it's not clear in some instances that the union contract takes preference over this if it's bargained. He noted anything here that effects working conditions of any of the union employees is bargainable. He stated his understanding the Town Attorney is quite familiar with labor law, and he would like him to look at this. He went on to state he will not be voting for this in its present condition.

Mr. Coppler stated Attorney Deneen has not yet had the opportunity to review this whole document because he's trying to get this document to the point where the Town Attorney has to review it just once.

Councilman Kiner referred to Page 21, Section 6-1-g and noted instead of "race", it should read "**ethnicity**".

Referring to Page 10, Section 1-9, Councilman Dumont noted this whole section states they are not going against union contracts or bargaining agreements.

Chairman Kaupin stated if Council members have additional questions about this document, they should forward those to Mr. Coppler and Attorney Deneen so that answers can be presented at the next meeting.

Items G. through M. remained on the agenda.

ITEMS FOR DISCUSSION

There were no Consent Agenda items.

The appointment to the Prison/Town Liaison Committee will appear under New Business on the next Regular Meeting of the Town Council.

There were no Town Manager appointments.

Chairman Kaupin requested the inclusion of the alternate position for the Loan Review Committee under New Business for the next meeting.

MOTION #9661 by Councilman Ragno, seconded by Councilman Dumont to move Items 13 D., E., F., G., H., I., J., K. and M. to Miscellaneous.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9661** adopted.

DISCUSSION RE: NAMING OF PRUDENCE CRANDALL BASEBALL FIELD

Chairman Kaupin stated in following the Town's naming policy, they've received a request to name the baseball field located behind Prudence Crandall School to honor Richard Askin, the former Principal of that school. He noted the policy requires an opportunity for any naming suggestions to come forward, therefore, if there are other naming suggestions for that field, they should come forward to the Town Council prior to the next meeting. He stated at that time they can consider the request of the Thompsonville Little League and anything else that might come forward.

MISCELLANEOUS

RESOLUTION #9662 by Councilman Mangini, seconded by Councilman Dumont.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:	235-01-2008-361-5301-339-00	
	Other Professional Services	\$100,000.00
FROM:	235-02-2008-361-5401-000-00	
	P & L Claim Water Main Break	\$100,000.00

CERTIFICATION

I hereby certify the amount of \$100,000.00 is available from Account #235-01-2008-361-5301-000-00 as of January 22, 2008.

/s/ Lynn Nenni, Director of Finance

Councilman Crowley questioned what recourse does the Town have to get this money back. Mr. Coppler stated it wouldn't actually be the Town that would have the recourse, but rather it would be CIRMA, and they're looking at the cause of the water line break.

Chairman Kaupin questioned if the Town has this money, and Mr. Coppler stated this is an advance from CIRMA.

Councilman Crowley questioned the Town's liability for this whole issue. Mr. Coppler stated \$2.5 million dollars has been put aside for claims on this. He noted he's not sure if they've come up yet with the final number as to where the Town stands on this.

Councilman Crowley stated teachers brought personal supplies into the school to help educate the students, and they lost items. He noted a lot of students also lost items within their lockers. He felt it came across as cold to tell these people to contact their homeowner's insurance. He pointed out most 16-year olds don't have homeowner's insurance, therefore, their parents would have to claim on their homeowners. He added teachers are bringing supplies to help out with the educational process, and they're being told to contact their homeowner's insurance, which can cause an increase in their premium. He questioned who set that policy. Mr. Coppler stated his belief CIRMA will cover only certain things, and private property may not be covered under that insurance. He added he would have to verify this. He pointed out the insurance is for town-owned property.

Councilman Crowley questioned what the loss is to the students and teachers, and Mr. Coppler stated he does not have that information at this time. Councilman Crowley stated he would like that information.

Councilman Lee agreed with Councilman Crowley. He noted the value of these items aren't probably worth the deductible on homeowner's insurance. He stated since this doesn't involve a large group of people, he's hoping that through the Superintendent of Schools, they can gather a list of those items lost, and those people can make claims through their Principal.

Councilman Bosco questioned who will pay for the transformers that exploded during the sanding of the floor. Mr. Coppler stated he's unsure where that falls within the liability. He noted he will check into that.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9662** adopted 9-0-0.

RESOLUTION #9663 by Councilman Ragno, seconded by Councilman Lee.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:	Accounts per attached	\$32,783
FROM:	General Fund Transfers	
	Per attached	\$32,783

CERTIFICATION

I hereby certify the amount of \$32,783 is available from Account # (attached) as of January 17, 2008.

/s/ Lynn Nenni, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9663** adopted 9-0-0.

RESOLUTION #9664 by Councilman Ragno, seconded by Councilman Kiner.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:	Accounts per attached	\$449,524
FROM:	General Fund Balance	\$449,524

CERTIFICATION

I hereby certify the amount of \$449,524 is available from Account (General Fund Balance) as of January 17, 2008.

/s/ Lynn Nenni, Director of Finance

Mr. Coppler stated as part of the early retirement program, the Town is paying out 120 days if an employee has up to 120 sick days plus any vacation accrual. He noted that although it's painful to write a check for this amount, it's actually a savings when looking at the long-term costs.

Councilman Edgar referred to the last item under the accounts, and noted it shows a transfer to Social Services of \$32,783, and that's the same amount as the resolution they just passed. He questioned if they're doing this twice. Mr. Coppler responded no and explained that because they're appropriating the money from the Undesignated Fund Balance, they had to transfer that money to Social Services to be able to pay out the actual transfer.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9664** adopted 9-0-0.

RESOLUTION #9665 by Councilman Mangini, seconded by Councilman Dumont.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:	Early Retirement Incentive	\$170,000
	FICA	\$ 10,540
	Medicare Taxes	\$ 2,465
FROM:	Fund Transfers	\$183,005

CERTIFICATION

I hereby certify the amount of \$183,005.00 is available from Account #8030-930 as of January 8, 2008.

/s/ Lynn Nenni, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9665** adopted 9-0-0.

RESOLUTION #9666 by Councilman Ragno, seconded by Councilman Mangini.

RESOLVED, that the Enfield Town Council authorizes the Town Manager to execute a license agreement with the State of Connecticut Department of Corrections for use of the DOC Firing Range.

Chairman Kaupin stated the Enfield Police use two firing ranges for practice, and with this resolution, they can use the DOC firing range. He noted if anyone wishes to tour the Enfield firing range, they should contact the Chief of Police.

Councilman Edgar stated the State's range is for pistols, and anything above pistols has to go to the Town range.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9666** adopted 9-0-0.

Councilman Edgar pointed out if they accept Item M., they're accepting the job descriptions.

Mr. Coppler stated since they're also changing the position description, it might also be wise to get a motion to adopt the position descriptions.

MOTION #9667 by Councilman Mangini, seconded by Councilman Ragno to accept the job descriptions of Secretary I and Assistant Director of Social Services/Grants Manager.

Councilman Edgar stated the prior Social Service Director wrote all the grants herself and did a very good job of it. He added he fully expects that when the Council approves the ten hours, eventually there will be a request for a full-time position.

Councilman Mangini voiced her support of these positions and the funding for these positions. She commended Pam Brown for doing a super job with the Social Services Department, and she believes Ms. Brown could certainly use some extra help.

Chairman Kaupin stated at the leadership meeting, they asked the Town Manager the justification for this change, and this is the Town Manager's attempt to pull in a grant writer and really go after any tax dollar or general fund contribution in Social Services to be paid for by grants. He voiced his support of this and stated his feeling this is a step in the right direction.

Upon a **ROLL-CALL** vote being taken, the Chair declared **MOTION #9667** adopted 8-1-0, with Councilman Edgar voting against the motion.

RESOLUTION #9668 by Councilman Dumont, seconded by Councilman Kiner.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:	Social Services Administration	
	Salaries Full time:	\$13,750
	Salaries Part time	\$ 1,939
	Medical/Dental	\$ 4,000
	Life Insurance	\$ 100
	Social Security	\$ 978
	Medicare	\$ 228
FROM:	Neighborhood Services	
	Salaries Full time	\$18,910
	Social Services Administration	
	Other Professional Services	\$ 2,090

CERTIFICATION

I hereby certify the amount of \$18,910 is available from account 4600-110 and \$2,090 is available from account 4100-339 as of January 29, 2008.

/s/ Lynn Nenni, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9668** adopted 8-1-0, with Councilman Edgar voting against the resolution.

RESOLUTION #9669 by Councilman Ragno, seconded by Councilman Mangini.

RESOLVED, that Town Manager, Matthew W. Coppler, is empowered to enter into and amend contractual instruments in the name and on behalf of the Town of Enfield with the

Department of Social Services of the State of Connecticut for Child Day Care Program 01-01-2008 thru 12-31-2008 049-CDC-37 if such an agreement is offered and to have the corporate seal affixed to all documents required as a part of any offered agreement.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9669** adopted 9-0-0.

RESOLUTION #9670 by Councilman Mangini, seconded by Councilman Lee.

RESOLVED, that the Enfield Town Council does hereby authorize the Town Attorney, Kevin M. Deneen, to settle the outstanding tax assessment appeals in the following actions:

FRESHWATER POND LIMITED PARTNERSHIP v. TOWN OF ENFIELD,
Docket Number HHB-CV-07-4014658 S, the fair market value of the property to be \$3,040,000 and assessed value to be \$2,128,000.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9670** adopted 9-0-0.

RESOLUTION #9671 by Councilman Dumont, seconded by Councilman Mangini.

WHEREAS, the Town Council has appointed Kevin M. Deneen as the Town Attorney; and

WHEREAS, as part of said appointment the Town Council has agreed to annually pay Attorney Deneen \$55,000 for all duties as Town Attorney, plus \$150.00 per hour for time spent in court; and

WHEREAS, the 2007-08 Budget has appropriated \$50,562.00 for annual payment to the Town Attorney for services rendered;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with Chapter V, Section 14 of the Town Charter, the compensation for the Town Attorney will be increased from \$50,562 to \$55,000 effective immediately and retroactive to January 7, 2008 and set \$150.00 per hour for time spent in court.

Councilman Lee noted with this action the Council is basically reclassifying the role of a contract employee and not a municipal employee. He noted the savings from benefits associated with this position will fund this increase to a large degree.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9671** adopted 8-1-0, with Councilman Edgar voting against the resolution.

PUBLIC COMMUNICATIONS

Charles Woods, 11 Westerly Drive

As concerns Personnel Rules and Procedures, Mr. Woods stated people need to have the right perception of the Town. He noted it definitely needs to be spelled out what will happen if someone doesn't do their job. He stated one thing he has been fighting for in Enfield is position management. He does not feel the Council is micro-managing things, but rather Town staff works for the Town Council, and the Town Council works for the taxpayers. He expressed his appreciation for the Council taking this stance. He went on to note that thought should be given as to why some programs are expanding. He feels there are things going on in the Enfield Library that have no business in the library, i.e., children sleepovers. He also feels Social Services is a very ambiguous area, and it's his impression this is like a hiding place for monies. He feels they need to have control over all these things so that they have control over the budget.

Mark Griswold, 1 Scitico Street

Presented a petition from the property owners on Leary and Scitico Streets.

Mr. Griswold stated his belief there are only two options, either closure or a one-way street. He noted closure was fully reviewed and it was found inadequate. He stated residents urge the Council to look at the one-way option.

Chairman Kaupin suggested this be an item for discussion on an upcoming agenda.


COUNCILMEN COMMUNICATIONS

Councilman Crowley questioned the status of the purchase of the streetlights. Mr. Coppler noted he will check into this.

ADJOURNMENT

MOTION #9672 by Councilman Mangini, seconded by Councilman Ragno to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9672** adopted 9-0-0, and the meeting stood adjourned at 10:33 p.m.


Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

Appended to minutes of
02/04/08 Regular Town Council Meeting
See Page 19

Town of Enfield
Request for Transfer of Funds

To Accounts

From Account

220-4120-110 Full Time Salaries	5,911	220-4120-18010 General Fund Transfer	6,364
220-4120-220 FICA	367	220-4320-18010 General Fund Transfer	10,338
220-4120-221 Medicare	86	220-4600-18010 General Fund Transfer	16,081
220-4320-110 Full Time Salaries	9,602		
220-4320-220 FICA	596		
220-4320-221 Medicare	140		
220-4600-110 Full Time Salaries	14,937		
220-4600-220 FICA	927		
220-4600-221 Medicare	217		

Appended to minutes of
02/04/08 Regular Town Council Meeting
See Page 20

Town of Enfield
Request for Transfer of Funds

To Accounts			From Account	
100-1210-110	Full Time Salaries	72,737	General Fund Balance	449,524
100-1210-220	FICA	4,078		
100-1210-221	Medicare	1,055		
100-1800-110	Full Time Salaries	2,135		
100-1800-220	FICA	133		
100-1800-221	Medicare	31		
100-1810-110	Full Time Salaries	57,217		
100-1810-220	FICA	3,548		
100-1810-221	Medicare	830		
100-1830-110	Full Time Salaries	47,718		
100-1830-220	FICA	2,959		
100-1830-221	Medicare	692		
100-2100-110	Full Time Salaries	18,145		
100-2100-220	FICA	1,125		
100-2100-221	Medicare	264		
100-3300-110	Full Time Salaries	52,968		
100-3300-220	FICA	3,284		
100-3300-221	Medicare	769		
100-3700-110	Full Time Salaries	83,263		
100-3700-220	FICA	5,163		
100-3700-221	Medicare	1,208		
100-3900-110	Full Time Salaries	30,166		
100-3900-220	FICA	3,089		
100-3900-221	Medicare	438		
100-5100-110	Full Time Salaries	22,039		
100-5100-220	FICA	1,367		
100-5100-221	Medicare	320		
100-8030-930	Transfer to Social Serv	32,783		

Town Manager Report

Project	Status	Comments	Next Milestone Date
Department of Public Works			
Fermi Remediation	Ongoing	Substantial Completion given to Contractor. Remediation report to be finalized by GeoDesign and submitted to CTDEP for their review and acceptance. Punch lists pending.	
High School Fields Renovations	Ongoing	Fermi – Substantial Completion given to the Contractor, with exception of light poles. Punch list pending. Start of Enfield High School contracted to begin April 2008.	4/2008
Post Office Road/Town Farm Road Reconstruction	Design	Amendment to consultant's contract required for preparation of "Change in Use" permit in support of CTDOT's acquisition of a portion of the Hazardville Water Co. property. The other required easements are still being processed by CTDOT. A meeting with Hazardville Water Company 2/7/08.	2/7/08
South Maple Street Bridge Reconstruction	Design	Design of the Bridge is complete. Approaches to the bridge are in preliminary design. Once the 30% design is completed it will be forwarded to CTDOT for review and comment. Awaiting estimate and scope from consultant.	3/15/08
Yale/Meadowlark Flood Hazard Mitigation	Ongoing	Easement acquisition started. Eminent domain procedures started for necessary properties. Requested info supplied to DEP. Awaiting approval on two permits from CT DEP.	
Gordon Lane	RFQ	Town Staff have completed the consultant selection process and submitted recommendations to the State for this project along with the Freshwater/Cranbrook Intersection and Enfield Dam Access project. Awaiting State approval of Town recommended consultants.	
JFK Slopes Project	Ongoing	The project is presently 90% complete. The project is to be completed in 2008.	3/1/2008
Freshwater/Cranbrook Intersection Improvements	RFQ	Town Staff have completed the consultant selection process and submitted recommendations to the State for this project along with the 9 Gordon Lane and Enfield Dam Access project. Awaiting State approval of Town recommended consultants.	
300 Broadbrook Road	Pending	This drainage outfall will be included on a list along with other erosion/drainage problem areas that will be presented to the Town Manager and Town Council for their review. These erosion/drainage areas will be systematically addressed based on their priority ranking.	TBA
Raffia Road Sidewalks	Pending	The consultant, Purcell Associates, will design the sidewalks in conjunction with Sections 2 & 3 of Roads 2005.	TBA

Roads 2005	Ongoing	<p>1C - Project completion - 100%.</p> <p>2A - Project completion - 100%.</p> <p>2B - Locke Drive, Alaimo Drive and Duprey Drive are complete. Barrett Road and Boyle Drive will be completed in 2008. Project completion - 75%.</p> <p>5A - The contractor has completed the Scitico Street storm drainage. Leary Road, Scitico Street and Bailey Road will be completed in 2008. Project completion - 10%.</p> <p>5B - Project completion - 100%.</p> <p>5C - Project completion - 100%.</p> <p>6A - The contractor has shut down for the winter. Buchanan Road (2,000'), Harding Circle, Filmore Drive and Polk Drive are paved. The last 1,000' feet of Buchanan Road will be completed next year. Project completion - 60%.</p> <p>6B - Tyler Road has been completed. Monroe Road will be reconstructed next year. The contractor has stopped work for this year. Project completion - 50%.</p> <p>Town Staff have completed the consultant selection process and submitted recommendations to the State for this project along with the Gordan Lane and Freshwater/Cranbrook Intersection Improvements. Awaiting State approval of Town recommended consultants.</p>	Roads 2005
Enfield Dam Access Planning and Design	RFQ	Initial Federal Funding approval in place for FY 08/09 budget to initiate project.	
I&I Thompsonville	Ongoing	The wall will need to be repointed, waterproofed and rebricked where necessary. This is anticipated to begin in spring 2008.	10/01/08
Grey's Club Wall	Ongoing	Design work under review to determine extent of renovation to be performed under contract.	3/01/08
ALAC Improvements	Design	Work is substantially complete. Parking lot striping contingent on weather conditions. Awaiting repair of perimeter drain before finishing up punch list.	
Old Town Hall Lead Remediation/Painting	Ongoing	Project completion - 100%. Punch list items to be addressed in 2008.	
D'Annunzio/Enfield Ave. Sidewalk/Street Reconstruction	Complete		

Department of Information Technology			
TOE TV	Ongoing	Status: <ul style="list-style-type: none"> Replacement of TC Chambers speakers in progress, expected completion 2/9/07. Enfield Room portable Camera connections scheduled to be ready for use 2/4/08. 	12/28/07
IT Merger	Complete	Transfer resolution to be considered at the 2/19/08 meeting.	2/19/08
Department of Public Safety			
Dispatch Protocols	Ongoing	Waiting for approval from Medical Control. A meeting to discuss will be scheduled for the near future.	TBD
Communication Center Upgrades	Ongoing	Radio equipment replacement near complete Temporary Dispatcher Center in operation. Demolition of dispatch center commenced 1/31/08.	3/1/08
Department of Planning			
Aquifer Protection Regulations	Ongoing	Adopted on 07/12/07 – Effective Date of 01/01/08.	01/01/08
Economic Dev./Community Dev.			
Thompsonville Train/Bus Station Project	Ongoing	RFQ complete; submissions due 3/27/08; contract to be awarded 4/21/08.	3.27/08

Town Council			
Street Light Purchase	Ongoing	Process for DOT to take responsibility for Street lights along the State Roads in the works. Transfer of ownership of the street lights tentatively scheduled for February 26, 2008.	1/26/08
CIP	Ongoing	TC Subcommittee continues to meet on a regular basis.	
Town-Owned Property	Ongoing	Staff has categorized properties. Review of continued use ongoing.	TBD

new business

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

Resolution Naming Prudence Crandall Baseball Field

WHEREAS, the Thompsonville Little League uses the baseball field at Prudence Crandall School for 5-12 year old programs and the Thompsonville Little League wishes to name the baseball field "The Richard Askin Field" and place a medium sized plaque on the backstop of this baseball field to honor Mr. Askin; and

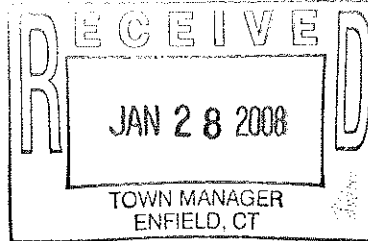
WHEREAS, the players, coaches and volunteers all knew or were students of Mr. Richard Askin, who passed away suddenly during the summer of 2007; and

WHEREAS, the Thompsonville Little League and the staff at Prudence Crandall School will pay for the cost of the plaque and any associated costs with its installation; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Enfield hereby names the baseball field at Prudence Crandall "The Richard Askin Field."



2/4/08



January 24, 2008

To: Matthew W. Coppler, Town Manager
820 Enfield Street
Enfield Ct. 06082

Dear Mr. Coppler,

The Thompsonville Little League would like the Town Council to consider naming the baseball field located behind Prudence Crandall School, The Richard Askin Field. Our league's district includes Prudence Crandall School and many of our children have gone to school there and knew Mr. Askin, as their principal. Many of our players, coaches, and volunteers new Rick, as well. Rick was a Red Sox fan and an avid sports fan. As a father of two athletic boys, Rick shared his love of sports by coaching many children over the years.

The Thompsonville Little League would like to celebrate Rick for his lifetime of dedication to children. We, as a community would like to continue to recognize our heroes. Mr. Richard Askin was our hero! We would like to place a medium sized plaque on the backstop of this field. Presently, the Thompsonville Little League uses this field for its 5-12 year old programs. Our league and the staff at Prudence Crandall School will pay the cost of the plaque and any cost associated with its installation. Could you please place this item on the Town Council's agenda for approval, if necessary?

Thank You! We look forward to your response.

Sincerely,

Thomas Arnone
Thompsonville Little League

items for discussion



TOWN OF ENFIELD

January 31, 2008

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Fund Transfer -- Treasury Division

Councilors:

Background:

In order for the Town's payroll operation not be adversely impacted by the Early Retirement Incentive Program it was necessary to retain the services of the payroll clerk until a new employee could be hired and trained.

Budget Impact:

There is a zero impact on the FY2008 budget. The transfer is coming from the Full Time Salary account available as a result of open positions.

Recommendation:

The Town Council approve the transfer.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Lynn Nenni", is written over the printed name.

Lynn Nenni
Director of Finance

Attachments:

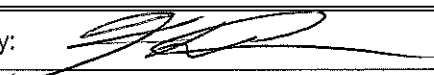


1. Resolution.
2. [Other supporting information]

TOWN OF ENFIELD
REQUEST FOR TRANSFER OF FUNDS

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
1810-339 Other Professional Services	\$ 9,450	1810-110 Full Time Salaries	\$ 9,450
TOTAL	\$ 9,450	TOTAL	\$ 9,450

JUSTIFICATION:

Transfer is to fund the payment of the individual processing the Town's payroll for the period until a new employee could be hired and trained. This funding is necessary so the operations are not adversely impacted by the retirements resulting from the Early Retirement Program.

		DATE
Requested by: 	Dept/Agency	1/31/2008
Reviewed by: 	Director of Finance	1/31/2008
Approved by: 	Town Manager	2/13/08

ENFIELD TOWN COUNCIL

RESOLUTION NO.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:

Other Professional Services

\$ 9,450

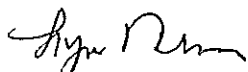
FROM:

Full Time Salaries

\$ 9,450

CERTIFICATION

I hereby certify the amount of \$ 9,450 is available from
Account # 1810-110 as of January 31, 2008.



Lynn Nenni, Director of Finance



TOWN OF ENFIELD

February 12, 2008

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Transfer of funds

Councilors:

Background:

Funds need to be transferred from 100-14310 other charges to 2100-140 overtime. This is money for the Active Shooter Program, in which several companies from Enfield participated. These companies helped off set the cost of the overtime for this program.

Budget Impact:

There is no impact to the budget as the companies have reimbursed the town overtime.

Recommendation:

Please transfer funds

Respectfully Submitted,

A handwritten signature in cursive script, reading "Carl Sferrazza", is written over a horizontal line.

Carl Sferrazza
Chief of Police

Attachments:

1. Resolution.
2. Request for transfer of funds

TOWN OF ENFIELD
REQUEST FOR TRANSFER OF FUNDS

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
2100-140 Overtime	\$2,400.00	100-14310 Other Charges	\$2,400.00
		Active Shooter Program	
TOTAL	\$2,400.00	TOTAL	\$2,400.00

JUSTIFICATION:



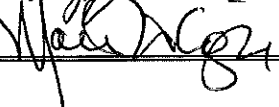
January 30, 2008

These funds should be transferred to the over time account due to the fact it was money from the Active Shooter Program. Companies helped off set the cost of overtime for this program.

Respectfully,

Carl J. Sferrazza
Chief of Police

CJS/cd

			DATE
Requested by:		Enfield Police	1/30/08
Reviewed by:		Director of Finance	1/31/08
Approved by:		Town Manager	2/13/08

ENFIELD TOWN COUNCIL

RESOLUTION NO.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO: 2100-140 Overtime

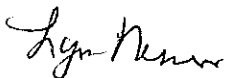
\$2,400.00

FROM: 100-14310 Revenue – Other Charges

\$2,400.00

CERTIFICATION

**I hereby certify the amount of \$2,400.00 is available from
Account # 100-14310 as of January 31, 2008.**



A. Lynn Nenni, Director of Finance



TOWN OF ENFIELD

February 15, 2008

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Transfer of Funds

Councilors:

Background:

This transfer is necessary to reimburse the police overtime account for the DUI grant.

Budget Impact:

No impact on the budget. This money reimburses money's already spent for this grant.

Recommendation:

Please transfer these funds

Respectfully Submitted,

**Carl J. Sferrazza
Chief of Police**

Attachments:

1. Resolution.
2. Request for transfer

**TOWN OF ENFIELD
REQUEST FOR TRANSFER OF FUNDS**

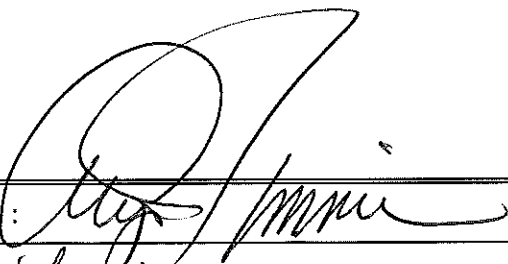
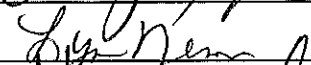
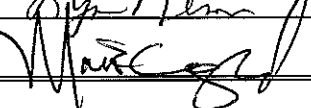
TO: Account{s} or Fund		FROM: Account{s} or Fund	
2100-0140 overtime	\$2,539.97	100-14310 other charges	\$2,539.97
		DUI reimbursement	
TOTAL	\$2,539.97	TOTAL	\$2,539.97

JUSTIFICATION:

January 30, 2008

This transfer is for a DUI reimbursement that should go into the overtime account.

Thank you

		DATE
Requested by: 	Police	1/30/08
Reviewed by: 	Director of Finance	2/1/2008
Approved by: 	Town Manager	2/13/08

ENFIELD TOWN COUNCIL

ENFIELD TOWN COUNCIL

RESOLUTION NO.

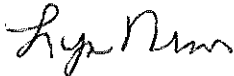
RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO: 2100-0140 Overtime \$2,539.97

FROM: 100-14310 Other Charges \$2,539.97

CERTIFICATION

**I hereby certify the amount of \$2,539.97 is available from
Account #100-14310 as of February 1, 2008.**



A. Lynn Nenni, Director of Finance

PREUSSER RESEARCH GROUP, INC
7100 MAIN ST., PH. 203-459-8700
TRUMBALL, CT 06611

PEOPLE'S BANK
CONNECTICUT
51-7218/2211

31350

10/15/2007

PAY TO THE ORDER OF Enfield Police Department

\$**2,539.97

Two Thousand Five Hundred Thirty-Nine and 97/100*****1

DOLLARS

Enfield Police Department

MEMO


AUTHORIZED SIGNATURE

⑈031350⑈ ⑆221172186⑆ ⑈12 2003497⑈

PREUSSER RESEARCH GROUP, INC
Enfield Police Department

25 % DUI ckpt reimbursement

10/15/2007

31350

2,539.97

Checking - People's

2,539.97



TOWN OF ENFIELD

February 12, 2008

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request of transfer of funds

Councilors:

Background:

The attached transfer is necessary in order to reimburse the 2100-169 stipend account. Money was mistakenly used to pay the K9 Handlers from this account, thus leaving this account short of funds. The K9 Handlers should have been paid from another account. This situation has been taken care of with Human Resources they will use the correct account starting immediately.

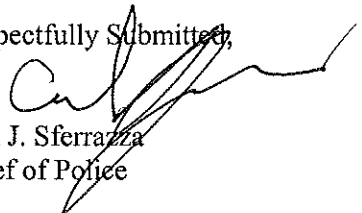
Budget Impact:

The impact on the budget is to reimburse one account that should not have been used with money from the correct account.

Recommendation:

I recommend the transfer of funds.

Respectfully Submitted,


Carl J. Sferrazza
Chief of Police

Attachments:

1. Resolution.
2. Request for Transfer of Funds

TOWN OF ENFIELD
REQUEST FOR TRANSFER OF FUNDS
Council Request

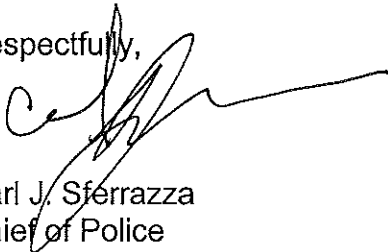
<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
2100-169 Stipends-K9 Handler	8,400.00	2100-120-salaries part time	\$4,200.00
		2100-110 salaries full time	\$4,200.00
TOTAL	\$8,400.00	TOTAL	\$8,400.00

JUSTIFICATION:


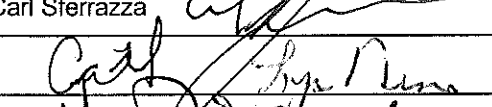
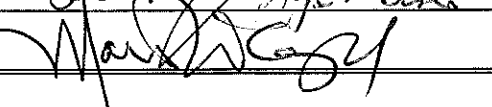
Transfer to fund stipend for Police Department K-9 Handlers. Funding exists in part time salaries. and full time salaries.

The transfer of funds is necessary due to the fact the payment of the K-9 Handlers was set up to come out of the wrong account thus leaving the stipends account short of funds. This situation has been corrected with Human Resources.

Respectfully,



Carl J. Sferrazza
Chief of Police

			DATE
Requested by: Carl Sferrazza	 EPD	Dept/Agency	2/12/08
Reviewed by:	 Lyle	Director of Finance	2/13/2008
Approved by:	 Casey	Town Manager	

ENFIELD TOWN COUNCIL

RESOLUTION NO.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO: 2100-169 Stipends K-9 Handler \$8,400.00

FROM: 2100-120 Salaries Part time \$4,200.00
2100-110 Salaries Full time \$4,200.00

CERTIFICATION

I hereby certify the amount of \$8,400.00 is available from Account # 2100-120 & 2100-110 as of February 12, 2008.



A. Lynn Nenni, Director of Finance



TOWN OF ENFIELD

February 5, 2008

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds

Councilors:

Background:

The Highway Division Overtime budget is presently in a deficit. The Highway Division was provided a budget of \$180,000 for the current fiscal year which has been fully expended. The Highway Division's overtime was used for distributing voting equipment to and from polling places; Town Wide Leaf Vacuum Program; call outs (generated by police dispatch) and snow events occurring after normal business hours. This year the Leaf Vacuum program was extended to accommodate a second round of leaf collection which resulted in additional overtime. At present we are currently 6" above our average snow fall for our region and storms have fallen on double overtime days. We have had a total of 10 snow events this season. The following are the areas where the overtime was expended thus far:

Leaf Program: Approx. \$58,000
Snow Storms: Approx.. \$104,000
Call outs/voting equipment: Approx. \$18,000

Based on previous years' snow storm history, It is anticipated that approximately 6 more winter storm events will occur this season with an average cost of \$10,000 in overtime per storm. I am requesting a supplemental appropriation of \$75,000 from the Contingency Fund Account. \$60,000 for storms + \$15,000 for emergency call outs (spot sanding/accidents/trees etc...)

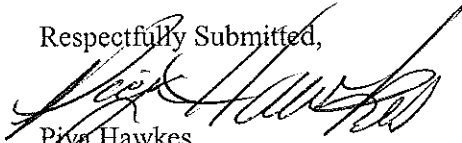
Budget Impact:

The money to supplement the Highway Overtime account is being requested from the Contingency Fund Account.

Recommendation:

That the Town Council approve the transfer of money from the Contingency Fund Account to the Highway overtime account for anticipated snow events and emergency call outs.

Respectfully Submitted,


Piya Hawkes
Director, Public Works

Attachments:

1. Resolution

820 Enfield Street/Enfield, Connecticut 06082/(860) 253-6300

**TOWN OF ENFIELD
REQUEST FOR TRANSFER OF FUNDS**

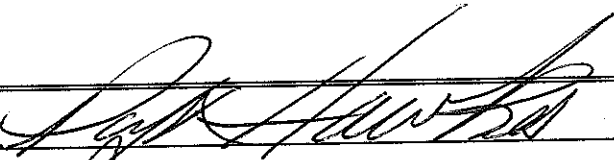

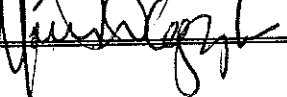
TO: Account{s} or Fund		FROM: Account{s} or Fund	
Overtime: 3700-0140	\$75,000.00	Contingency 100-01-80-8030-000-840-00	\$75,000.00
TOTAL	\$75,000.00	TOTAL	\$75,000.00

JUSTIFICATION:

The Highway Division Overtime budget is presently in a deficit. The Highway Division was provided a budget of \$180,000 for the current fiscal year which has been fully expended. The Highway Division only schedules overtime for distributing Voting Equipment to and from polling places, and for the Town Wide Leaf Vacuum Program. The Leaf Vacuum program was extended to accommodate a second round of leaf collection which as a result created additional overtime. As far as snow storms, we are currently 6" above our average snow fall for our region and storms have fallen on double overtime days. We have had a total of 10 snow events this season. The following are the areas where the overtime was expended thus far:

Leaf Program: Approx. \$58,000
 Snow Storms: Approx.. \$104,000 and will go up as winter progresses
 Call outs/voting equip. Call outs are based on emergencies and are generated by Police Dispatch.
 Frequency of call outs are variable.

Based on previous years snow storm history, I anticipate appox. 6 more winter storm events through the end of the winter season with an average cost of \$10,000 in overtime per storm. I am requesting a supplemental appropriation of \$75,000 from the Fund Balance. \$60,000 for storms + \$15,000 for emergency call outs (spot sanding/accidents/trees etc...)

		DATE
Requested by: 	Dept/Agency	2/5/08
Reviewed by: 	Director of Finance	2/13/2008
Approved by: 	Town Manager	2/13/08

RESOLUTION NO.

TO: 3700-0140 \$75,000.00

FROM: 100-01-80-8030-000-840-00 \$75,000.00

**I hereby certify the amount of \$75,000 is available from
Account #100-01-80-8030-000-840-00 as of February 5, 2008**

Hy. Nunn

Lynn Nenni, Director of Finance



TOWN OF ENFIELD

February 15, 2008

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Funding through Federal Appropriations

Councilors:

Background:

The deadline to submit applications for Federal Appropriations is February 22, 2008. Attached please find a list of proposed projects the staff has developed to forward to our Federal Representatives.

Budget Impact:

The cost of the attached projects would not be funded through local tax dollars.

Recommendation:

I recommend the Town Council to select the desired projects for submission to Federal Representatives and adopt the attached resolution.

Respectfully submitted,

Matthew Coppler
Town Manager

Attachments

2007 Federal Appropriation Requests

Project	Total Project Cost	Funding Request	Priority	Appropriations Bill	Received Funding
Sanitary Sewer I and I Elimination Phase I Thompsonville	\$3,750,000	\$1,000,000	1	Interior	Yes
North Main Street Streetscape Enhancements	\$390,000	\$390,000	2	FTA	Yes
Strand Theater Restoration Project	\$3,750,000	\$2,000,000	3	HUD	No
Weymouth Road Reconstruction	\$1,215,000	\$972,000	4	FTA	No
Fletcher Road Roadway and Drainage Reconstruction	\$776,000	\$620,000	5	FTA	No
Elm Street Roadway and Drainage Reconstruction	\$1,280,000	\$1,000,000	6	FTA	No

2008 Federal Appropriation Requests

Project	Total Project Cost	Funding Request	Priority	Appropriations Bill	Received Funding
Radio Communications System Upgrade	\$6,000,000	\$75,000	1	Homeland Sec.	No
Route 5 Freshwater Brook Bridge Replacement	\$1,207,500	\$966,000	2	FTA	No
Beemans Brook Flood Mitigation Project	\$1,200,000	\$960,000	3	Interior	No
Bridge Lane Road Reconstruction	\$950,000	\$760,000	4	FTA	No
Town Farm Road/Abbe Road Sidewalks	\$450,000	\$360,000	5	FTA	No
Glen Oak Drive Sidewalk	\$70,000	\$56,000	6	FTA	No
Elm Street Roadway and Drainage Reconstruction	\$1,280,000	\$1,000,000	7	FTA	No

ENFIELD TOWN COUNCIL
RESOLUTION NO. _____

**Resolution Authorizing the Submission of Projects
for Funding Through Federal Appropriations**

WHEREAS, Congressman Courtney, Senator Dodds, and Senator Lieberman are accepting applications for projects from municipalities seeking funding through Federal Appropriations; and

WHEREAS, the Enfield Town Council is interested in submitting applications for projects to reduce the tax burden to fund these important projects.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Enfield hereby authorizes the Town Manager to submit the following projects to Congressman Courtney, Senator Dodds, and Senator Lieberman to obtain federal funding:

Project	Project Cost	Funding Request
Communications/Radio Upgrades	\$6,000,000	\$75,000
Freshwater Brook Improvements	\$1,207,500.00	\$966,000
Beemans Brook Flood Mitigation Project	\$1,200,000	\$960,000
Bridge Lane Road Reconstruction	\$950,000	\$760,000
Town Farm Road/Abbe Road Sidewalks	\$450,000	\$360,000
Glen Oak Drive Sidewalk	\$70,000	\$56,000
Elm Street Roadway and Drainage Reconstruction	\$1,280,000	\$1,000,000

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Adopting Solid Waste Ordinance Revisions

WHEREAS, the Enfield Town Council established the Solid Waste Advisory Committee by adoption of Resolution #8778; and

WHEREAS, the State of Connecticut has amended the State Solid Waste Management Plan; and

WHEREAS, the Enfield Town Council, amended the reporting date for the Solid Waste Advisory Committee regarding the charge to review the current Town Code of Ordinance pertaining to Solid Waste and determine recommended amendments or deletions thereto, to April 2, 2007; and

WHEREAS, the Solid Waste Advisory Committee submitted proposed revisions to the Town Code of Ordinance to the Town Attorney for review prior to the required date, and the Town Attorney has completed the review with recommended deletions and additions amended thereto; and

WHEREAS, the Enfield Town Council held a public hearing on Tuesday, February 19, 2008 at 6:30 p.m. in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, CT to allow interested citizens an opportunity to express their opinions regarding the proposed ordinance amending Chapter 70, SOLID WASTE, Article I Sections 70-1 through 70-13; Article II Sections 70-31 through 70-38 of the Enfield Town Code.

THEREFORE BE IT RESOLVED, The Enfield Town Council does hereby adopt the proposed ordinance amending Chapter 70, SOLID WASTE, Article I Sections 70-1 through 70-13; Article II Sections 70-31 through 70-38 of the Enfield Town Code.

Date Prepared: 2-13-08
Prepared by: Geoff McAlmond



TOWN OF ENFIELD

February 15, 2008

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Establishing Criteria for Economic Hardship to Receive a Free Tipper Barrel

Councilors:

Background:

Town Council has supported the findings of the Solid Waste Advisory Council related to the implementation of a town-wide tipper barrel collection system. To fully achieve the promise of this implementation, the Town will begin collecting with this method in July 2008. This will require all residents to utilize a tipper barrel for refuse collection.

As part of the discussion of mandatory use of tipper barrels, Council has expressed interest in providing free tipper barrels to residents that can demonstrate economic hardship. Staff is proposing to use the same criterion that is used for the Elderly Property Tax Relief Program and the Connecticut Energy Assistance Program for determining economic hardship. The criteria are as follows:

Program	Annual Income Limits		Age Limits	Asset Limits
CT Energy Assistance Program	1 Person	\$28,764	None	\$10,000*
	2 Person	\$37,620		
	3 Person	\$46,464		
	4 Person	\$55,320		
Elderly Property Tax Relief Program	Single Couple	\$28,800 \$35,300	65 years or older or disabled	None
* Assets include checking, savings, CDs, Stocks, Bonds, and IRAs (does not include property)				

Eligible residents would be screened through the Town Social Services as part of the process of applying for the aforementioned programs.

Budget Impact:

We are estimating approximately 1,100 properties will fall within these criteria based upon previous applications for the aforementioned programs. With this assumption, we anticipate the following financial impact to the Town:

Tipper Barrels	Quantity	Cost/Tipper	Cost
48 Gallon	750	\$53.00	\$39,750
96 Gallon	350	\$59.00	\$20,650
Total	1,100		\$60,400

Recommendation:

It is recommended that Council adopt the attached Resolution to establish criteria for economic hardship so Town residents may receive a free tipper barrel.

Respectfully Submitted,

Matthew W. Coppler
Town Manager

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Establishing Criteria for Economic Hardship to Receive a Free Tipper Barrel

WHEREAS, the Enfield Town Council established the Solid Waste Advisory Committee by adoption of Resolution #8778; and

WHEREAS, the State of Connecticut has amended the State Solid Waste Management Plan; and

WHEREAS, the Solid Waste Advisory Committee submitted a report to the Town Enfield Town Council recommending town-wide mandatory usage of tipper barrels for residential refuse and yard waste collections;

THEREFORE BE IT RESOLVED, The Enfield Town Council does hereby allow any resident owning their residence in Enfield that meets the established criteria for either the Elderly Property Tax Relief Program or the Connecticut Energy Assistance Program to receive a tipper barrel from the Town of Enfield at no cost.

Date Prepared 2-14-08

Prepared by: Geoff McAlmond (modified by Matt Coppler)

Tucker, Mariann

From: Coolong, Karen
Sent: Friday, February 15, 2008 9:18 AM
To: Tucker, Mariann
Subject: FW: Prison Town Liaison Membership

From: Olechnicki, Suzanne
Sent: Monday, February 11, 2008 3:55 PM
To: Coolong, Karen
Subject: FW: Prison Town Liaison Membership

Karen

I'm forwarding this along. I don't know if it's something you would like to have or not. I have saved it in my Boards & Commissions folder.

Suzanne

From: Elsdén, Maria
Sent: Monday, February 11, 2008 3:52 PM
To: Vindigni, Dan
Cc: Olechnicki, Suzanne; Coppler, Matthew; Kevin Deneen fwd
Subject: RE: Prison Town Liaison Membership

Dan,

We have no prior legal opinions on this issue. C.G.S. section 18-81h provides for the establishment of a public safety committee by the Dept of Corrections. The statute provides that the committee be composed of "representatives" of the municipality. On July 23, 1990, the Council passed Resolution # 9471 which provides that the Prison/Town Liaison Committee consist of nine members, "including seven citizens from the Town of Enfield" and the Manager and Police Chief. The dictionary defines "citizen" as "a native or inhabitant of a town or city" which implies residency and not merely ownership of land. Under the current Resolution, it appears that the Council intended residency which would preclude Mr. Sokolowski from serving on the committee. However, if the Council would like him to continue to serve as a member of the committee, it could amend the Resolution.

MNE

From: Vindigni, Dan
Sent: Wednesday, February 06, 2008 10:44 PM
To: Olechnicki, Suzanne; Elsdén, Maria
Cc: Coppler, Matthew
Subject: FW: Prison Town Liaison Membership

Suzanne and Maria - can you please see below? Suzanne - maybe you could look for the resolution which created the committee and any subsequent amendments?

Maria - any prior opinions on this matter? If not, we may need one.

2/15/2008

Thank you.

Dan

From: Scott Kaupin [mailto:scottkaupin@cox.net]
Sent: Wed 06-Feb-08 22:34
To: Coppler, Matthew; Vindigni, Dan
Subject: Fw: Prison Town Liaison Membership

Matt and Dan:

Can you please have the appropriate person look into the requirements to be a member of the Prison Town Liaison Committee?
Todd Sokolowski recently moved out of town, but he still owns property in town. Can he legally serve on the committee or is there a residency requirement?
Thanks.

Scott Kaupin
9 Allen Street
Enfield, CT 06082
(860) 749-1820
scottkaupin@cox.net

----- Original Message -----

From: Scott Kaupin
To: Scott Kaupin
Sent: Wednesday, February 06, 2008 4:55 PM
Subject: Prison Town Liaison Membership

Can Todd Sokolowski, who owns property in Enfield, continue to serve on this committee?

C# 817-6453

Scott Kaupin
Logistics Manager
Retail Brand Alliance, Inc.
(860) 741-0771 x2258
SKaupin@retailbrandalliance.com

2/15/2008

ENFIELD TOWN COUNCIL

RESOLUTION NO. 9471

WHEREAS, the Town of Enfield is the location for three prisons housing approximately 2400 inmates; and

WHEREAS, as a result of recent prison disturbances and the need for open and on going communications and exchange of information between residents of Enfield, Town Officials and Prison Officials regarding the operations of the three prisons and the concerns of Enfield;

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby form a Prison/Town Liaison committee, consisting of a minimum of nine members and a maximum of thirteen, including:

Diane Joan Baker (D), 175 Cottage Road
Beth W. Bania (R), 60 Lake Drive Ext.
Billie Jean Carter (D), 210 Woodgate Circle
John Carollo (D), 34 Carriage Drive
Charles Courville Jr. (D), 20 Hunter Lane
Roger LaVallee (U), 63 Spruceland Road
Gerald M. Legault (R), 16 Marion Place
Barbara Murray (D), 13 Pierce Street
Scott Nozik (U), 216 Taylor Road
Gretchen E. Pfeifer-Hall (R), 4 Somers Road
Gregory A. Portanova (R), 51 Spruceland Road

the Town Manager, and the Police Chief to meet with the Wardens or their designees from each prison on a regular schedule four times each year or in special meetings if determined as necessary by the Town Manger.

BE IT FURTHER RESOLVED, that the Prison/Town Liaison Committee shall submit a report of each regular and special meeting to the Town Council.

CERTIFICATION:

I, Suzanne F. Olechnicki, the duly appointed and acting Clerk of the Enfield Town Council,

DO HEREBY CERTIFY that the above Resolution No. 9471 was duly adopted as amended by the Enfield Town Council at a Special Meeting held on the 23rd day of July, 1990.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Town of Enfield, this 7th day of August, 1990.



Suzanne F. Olechnicki
Town Clerk



TOWN OF ENFIELD

February 14, 2008

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Certified Resolution / CDBG Grant

Councilors:

Background:

The Town was recently awarded \$300,000 in CDBG funds for its Housing Rehabilitation program. In order to access the funds, the Town Council must approve the attached Certified Resolution. A similar resolution was approved in September for the grant application however the award amount is different and requires a new resolution.

Budget Impact:

This grant award will require no increase to the Town's budget or use of general funds. The funds will be used to re-capitalize the Town's Housing Rehab program for the next 2 years.

Recommendation:

I respectfully request the Town Council to approve this resolution to assist the OCD in its mission to revitalize aging housing stock and to keep property values stable.

Thank you for your time and consideration

Respectfully Submitted,

Peter Bryanton
Director of Community Development

Attachments:

1. Resolution.

**RESOLUTION
OF THE TOWN OF ENFIELD
SMALL CITIES PROGRAM
RESOLUTION # _____**

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Economic and Community Development pursuant to Public Law 93-383, as amended; and

WHEREAS, pursuant to Chapter 127c and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Economic and Community Development is authorized to disburse such Federal monies to local municipalities; and

WHEREAS, it is desirable and in the public interest that the Town of Enfield make application to the State for \$300,000.00 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE ENFIELD TOWN COUNCIL:

That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of the Connecticut General Statutes; and

That the filing of an application or applications by the Town of Enfield in the amount not to exceed **\$300,000.00** is hereby approved, and that the Town Manager is hereby authorized and directed to file such an application with the Commissioner of the Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Enfield.